

# Rickleton Primary School



## Charging & Remissions Policy

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<b>Approved by Governors</b>	<b>March 2026</b>
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<b>Review Date</b>	<b>Changes made</b>	<b>Ratification Date by Governing Body</b>
<b>November 2021</b>	<b>Unchanged</b>	<b>Dec 2020</b>
<b>November 2022</b>	<b>Unchanged</b>	<b>Nov 2022</b>
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<b>March 2026</b>	<b>Unchanged</b>	<b>Mar 26</b>

### **Introduction.**

The Head Teacher and Governing Body recognises the value of providing a wide range of experiences to enrich and extend pupils' learning and to contribute to their personal development. The Head Teacher and Governing Body aims to promote and provide such experiences for the pupils of the school, both as part of a broad and balanced curriculum and as additional optional activities.

However, many of these activities have an associated cost and cannot be provided unless voluntary contributions are received or parents are charged for the cost.

This policy will set out the circumstances in which charges will or will not be made for school activities and when charges may be waived in order to ensure that all pupils have an equal opportunity to benefit from school visits, curricular and extra-curricular activities.

### **Statement:**

The policy complies with the requirements of the Education Act 1996

Where 'parent' is referred to this will include adults with a responsibility for the pupil.

We aim:-

- To make school activities accessible to all pupils regardless of family income
- To encourage and promote external activities which give added value to the curriculum
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school
- To respond to the wide variations in family income while not adding additional unexpected burdens to the school budget.

### **Remissions**

To ensure that access to activities reflects intentions, Rickleton Primary School will implement the following Remissions Policy. The fundamental aim of this policy is to ensure that all pupils gain fully from everything that the school is able to offer them and is based on an understanding of the relationship between low income, entitlement and access. This policy takes into account the very real and persistent difficulties which people on low income have in meeting the costs of educational activities for their children.

*Where parents are in receipt of Income Support, Income Based Jobseekers Allowance, Support under part IV of the Immigration & Asylum Act 1999 or Child Tax Credit (provided that Working Tax Credit is not also received), the Governing Body will observe its statutory requirement to remit in full the cost of board and lodgings for any residential activity that the school organises for the pupil if the activity is deemed to take place within school hours.*

There may be cases of family hardship which make it difficult for pupils to take part in other particular activities for which a charge is made. When arranging a chargeable activity the Governing Body will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Head Teacher in consultation with the Chair of Governors.

### **CONTRIBUTIONS**

Voluntary contributions may be requested to help with providing activities even though they may be part of the normal school day or part of the National Curriculum.

If voluntary contributions are requested for an activity it should be clearly understood that there is no obligation to contribute and that if the parent is unable or unwilling to pay, the child will **not be** excluded from the activity.

**If sufficient contributions are not received the activity may be cancelled.**

### **Charges:**

The Governing Body reserves the right to make a charge for the activities and items detailed below:

- Rickleton Plus Breakfast and after school club including holiday clubs (run during school holidays)
- Early year's provision in nursery (Educare)
- Residential visits
- After school and pre-school extra curricular clubs
- Music tuition if it is not required for the National Curriculum and is provided for an individual pupil or for groups of pupils.
- Damage to school property
- Replacement School Water Bottles
- Damage to school books (Reading scheme)

### **Rickleton Plus (Breakfast and After School Club)**

Charges will be made to parents/carers for breakfast and after school provision. Parental agreement and a signed contract will be obtained as part of registration, Pupils who are entitled to free school meals and eligible for pupil premium will be offered a reduced cost, usually half price.

### **Early Years Provision in Nursery**

Charges will be made for nursery provision where additional to the core offering of 15 hours (or 30 hours, where eligibility criteria is met) which remains free of charge.

### **Residential Visits**

Charges will be made for residential visits, however exceptions can be made for pupils who are receiving certain benefits, including Income Support or Family Credit. The Head Teacher will tell all parents of the right to request free or subsidised activities if they are in receipt of these benefits.

### **After school and pre-school extra curricular clubs**

Charges will be made to parents/carers for the majority of extra curricular clubs. These pupils who are entitled to free school meals and eligible for pupil premium will be offered a reduced cost, usually half price.

### **Individual Music Tuition**

Charges may be made to parents/carers for individual tuition in playing any musical instrument, even if such tuition takes place during school hours. Parental agreement and a signed contract will be obtained before the tuition is provided. Pupils who are entitled to free school meals and eligible for pupil premium will be offered a reduced cost, usually half price, for their tuition.

### **Breakages and Damage to School Buildings, Furniture or Property**

Parents will be charged for damage for the the cost of replacing any item, such as a broken window or defaced, damaged or lost book, where this is a result of a pupil's behaviour.

**Replacement of school bottles**

Parents/carers will be expected to pay for the cost of a replacement bottle

**Lost School Equipment, Books etc**

Parents will be expected to replace or pay for the cost of lost items of School property.

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made